

## APPROVED MINUTES

### TOWN OF APEX PLANNING BOARD MEETING MINUTES MONDAY, APRIL 14, 2025 4:30 P.M.

The Apex Planning Board met on Monday, April 14, 2025 at 4:30 PM in the Council Chambers at Apex Town Hall, located at 73 Hunter Street in Apex, North Carolina.

This meeting was open to the public. Members of the public were able to attend this meeting in-person or watch online via the livestream on the Town's YouTube Channel. The recording of this meeting can be viewed here: <https://www.youtube.com/watch?v=wOobUKyoSFc>.

#### [ATTENDANCE]

##### Board Members

Tina Sherman, Chair

Keith Braswell

Steven Rhodes

Sarah Soh

Alyssa Byrd

Daniel Khodaparast

Jeff Hastings (Wake County Representative)

Vacant, Apex Historical Society Representative

##### Absent

Tim Royal, Vice-Chair (ETJ Member)

Preston Mitchell

##### Town Staff

Planning Director Dianne Khin

Assistant Planning Director Amanda Bunce

Long Range Planning Manager Shannon Cox

All other staff members will be identified appropriately below

#### [COMMENCEMENT]

**Chair Sherman** called the meeting to order at **4:30p.m.** asked for a moment of silence and led the Pledge of Allegiance.

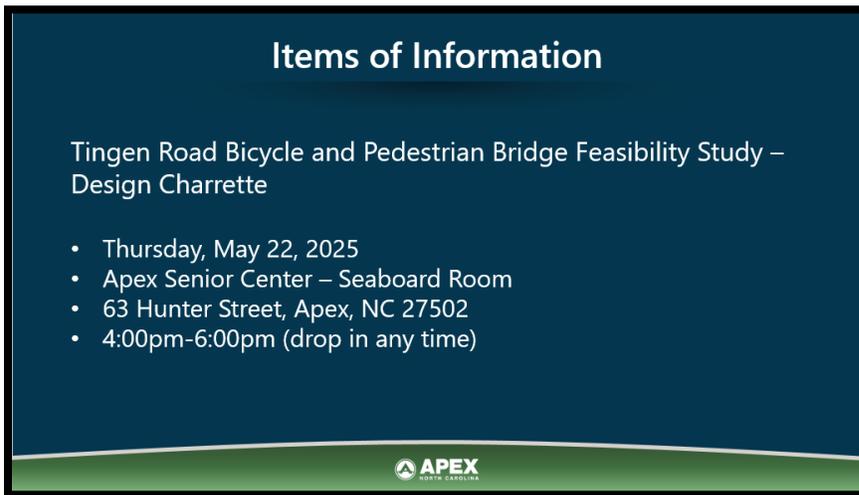
**Chair Sherman** recognized Jeff Hastings who received a Think Apex Honorable Mention Award.

**[ITEMS OF INFORMATION]**

**Amanda Bunce, Assistant Planning Director**, introduced two new Planning Staff members. She introduced **Senior Planner Elise Bielen** and **Planner II Nick Baker**.

**Planning Director Khin** announced that **Amanda Bunce** has been promoted from **Current Planning Manager** to **Assistant Planning Director**. She gave an update on the Tingen Road Bicycle and Pedestrian Bridge Feasibility study that will be opened to the public on Thursday, May 22<sup>nd</sup> at the Apex Sr. Center in the Seaboard Room from 4 p.m. to 6 p.m.

**[SLIDE 1]**



**[PUBLIC COMMENT]**

**Chair Sherman** opened the floor for anyone to speak on non-agenda items. No one came forward. Public Comment was closed.

**[CONSENT]**

**Chair Sherman** asked for a motion to approve the meeting minutes from the March 10, 2025 Planning Board meeting.

A **motion** was made by **Member Braswell** and seconded by **Member Hastings** to approve the minutes from the meeting.

**VOTE: UNANIMOUS (7-0)** Tim Royal, Vice-Chair (ETJ Member) and Preston Mitchell absent

**[PUBLIC HEARING]**

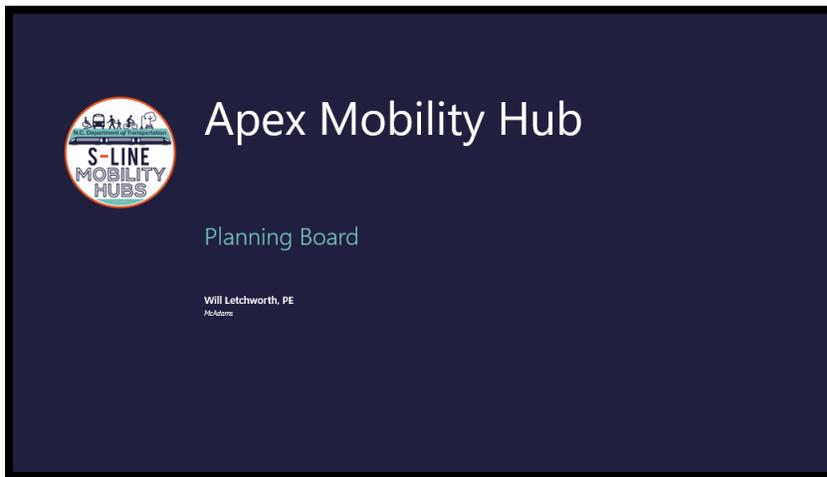
There were no public hearing items today.

**[NEW BUSINESS]**

**ITEM NO. 1 - APEX MOBILITY HUB**

**Will Letchworth, McAdams and Shannon Cox, Long Range Planning Manager,** presented the Apex S-Line Mobility Hub Plan. If the plan is accepted by Town Council, an amendment to the Town’s Transit Plan map reflecting the proposed mobility hub location will be considered at a later date and a public hearing will be held.

**[SLIDE 1]**



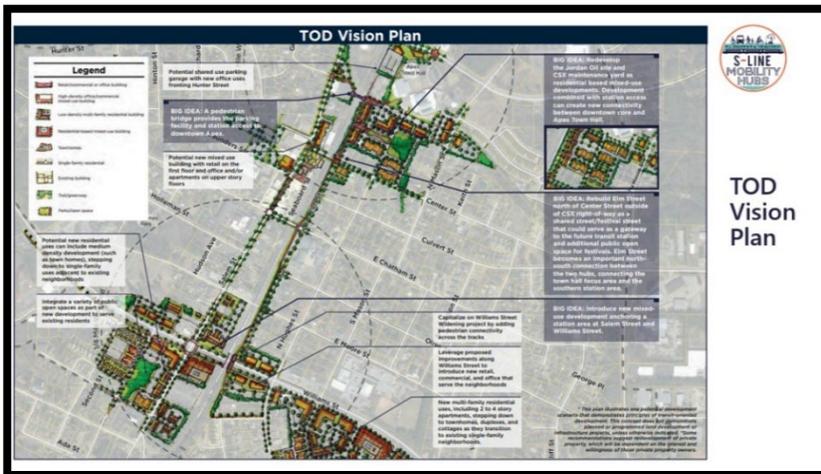
**[SLIDE 2]**

**What is the S-Line**

- Freight rail line that connects Richmond to Tampa
- Raleigh to Richmond (R2R) Program is progressing establishment of passenger rail service from Raleigh to Richmond
- S-Line is the backbone of a regional multimodal transportation network that is also critical for further expansion of the NC passenger rail system
- 2022 NCDOT received FTA Transit Oriented Development (TOD) study grant for station locations along the S-Line
- 2023 NCDOT received USDOT RAISE grant for development of mobility hub plans along the S-Line

The map shows the S-Line rail route from Raleigh, North Carolina, to Richmond, Virginia. The route is marked with a blue line for 'S-Line (Current Freight Services)' and a red line for 'S-Line tracks removed'. A legend indicates that orange stars represent 'Current Passenger Service' and orange circles represent 'Stations'. Key stations along the route include Cary, Wake Forest, Henderson, North, Rocky Mount, Wilson, Staples Mill, and Petersburg/Bluff. Arrows indicate directions: 'To Charlotte' and 'To Florida' from Cary; 'To Savannah & Florida' from Raleigh; 'To Washington, DC' from Richmond; and 'To Charlotte' from Rocky Mount. The map also shows the state boundaries between Virginia (VA) and North Carolina (NC).

**[SLIDE 3]**



**[SLIDE 4]**

### Scope of Mobility Hub Feasibility Study

- Understand existing and planned future conditions
- Work with public to understand desired mobility hub elements
- Identify potential mobility hub locations
- Select preferred location
- Develop concept plans and cost estimates for preferred location
- Develop implementation and funding plan

**[SLIDE 5]**

### Why do this now?

- Town is continuing to grow
- Draft Wake County Transit Plan update is proposing three new routes for Apex and funding for mobility hubs – a place is needed for bus transfers and layovers
- CAMPO Strategic Regional Rail Infrastructure Investment Study is considering passenger rail service in Apex
- Design is beginning on South Salem Street Bicycle Connection (Pleasant Park to Downtown)
- Design is re-starting on the NC 55 widening project between S. Hughes Street and S. Salem Street (U-2901) (corridor widening from Olive Chapel Road to US 1 to follow)
- The Downtown Plan recommends a multi-modal transit station for Downtown Apex

**[SLIDE 6]**

### Mobility Hub Feasibility Study Timeline



- July 2023 - TOD Plan Completed
- May 2024 – Feasibility Study Begins
  - Understand current and planned future conditions
- August 2024 – Public Open House / Survey
  - Identify potential locations and select preferred location
- January 2025 – Property Owners Meeting
  - Develop mobility hub concepts and cost estimates
  - Develop implementation and funding plan
- February 2025 – Public Open House
  - Revise concepts and finalize report
- May 2025 – Town Council Meeting for Possible Acceptance

**[SLIDE 7]**



### Public Engagement

- Public Open House on August 5, 2024
- Public Survey – 421 Participants
- Property Owners Meeting on January 9, 2025
- Public Open House on February 26, 2025 – online survey

**[SLIDE 8]**

### What Did We Learn – Public and Property Owners



- Strong desire for public space
- Public restrooms are needed – expandable to indoor waiting area
- Desire for additional retail
  - Transit user specific a must
  - Should support adjacent retail
- Less desire for parking than anticipated
- Desire for visual screening on southeast side of tracks adjacent to residential area
- Concern about possible parking on Elm Street and surrounding streets
- Request for strategies to address safety and security and to minimize potential loitering



**[SLIDE 9]**

**February Public Input**



- Some questions of why now / why at all
- Some desire for a more commuter focused location south and west of downtown
- Some concern about the size of the site
- Some concern about committing to a hub location without further engineering study, funding, and coordination with CSX
- Some concern about cost versus anticipated use and benefit

**[SLIDE 10]**

**February Public Input**



- Good general support and recognition of the need for multimodal transportation
- Highlighting of need for continued big picture multimodal planning to connect site regionally

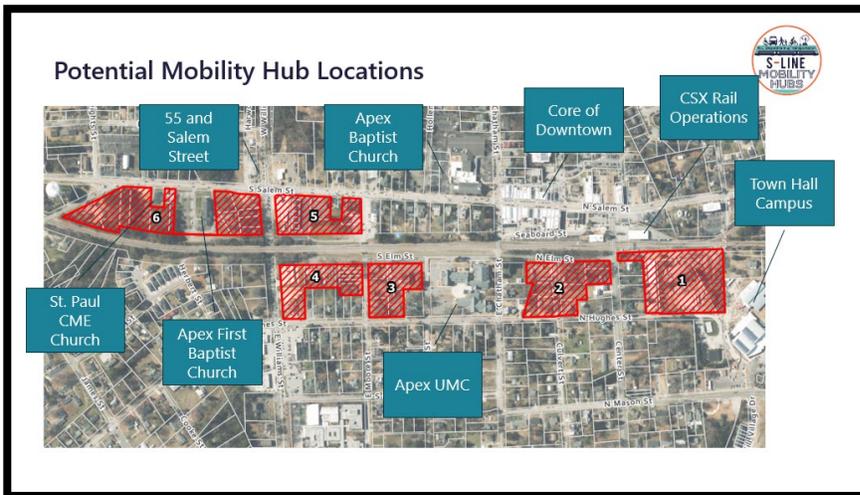
**[SLIDE 11]**

**Things That We Considered**



- Platform and rail infrastructure requirements
- Crossing closures when train is stopped at station
- Bus, roadway, bicycle, and sidewalk connectivity to the site and surrounding area
- Proximity and connectivity to surrounding community
- Suitability for the future development of the mobility hub site and surrounding parcels
- Human and natural environment items included in the analysis for a Categorical Exclusion

**[SLIDE 12]**



**[SLIDE 13]**

### Highlights / Challenges (Rail)

- CSX rail operations creates a complex rail environment
- Concern by Town about downtown streets being blocked by train during passenger boarding and alighting.
- Passenger rail service to Apex is not currently funded. A mobility hub has utility separately from rail service but should be planned and sited so that rail service can be added later.

**[SLIDE 14]**

### Highlights / Challenges (Other)

- Northern area is better connected to core of downtown and Town Hall campus but complexity of rail operations hinders attractiveness
- Middle area looks at “back of house” and is surrounded by residential uses
- Southern area is better connected regionally due to proximity to NC 55 and good transit connectivity, will help extend downtown to the south
- Large portions of study area are in the historic district, plus multiple churches – a concern for NEPA

**[SLIDE 15]**



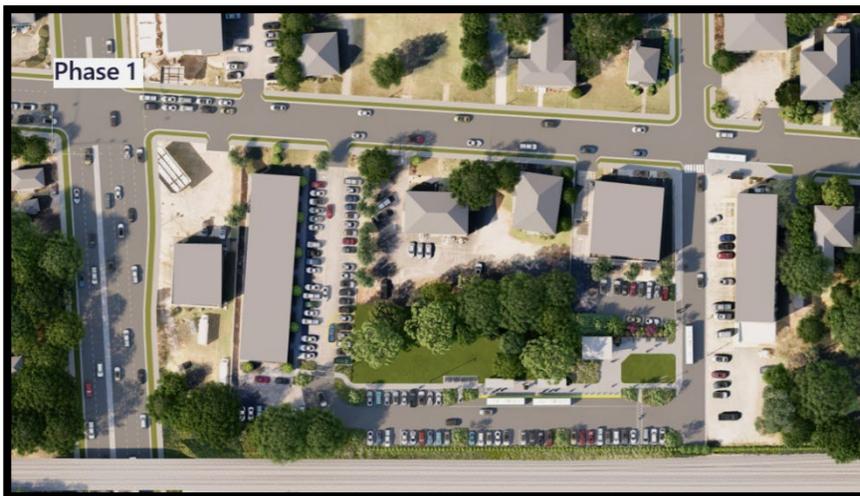
**[SLIDE 16]**

Four Phases



- Phase 1 – Potential to be constructed prior to rail service. Includes improvements to existing parking lot and transit stop, pedestrian improvements along Moore Street, lighting, bicycle parking, and possible EV chargers. Includes bus layover spaces, secured restroom, safety and security measures.
- Phase 2 – With rail service. Includes platform, additional security measures, café, restrooms, information office, and elevated crossing of railroad.
- Phase 3 – Extension of Phase 2 with elevated crossing of E. Williams Street.
- Phase 4 – Phase 3 Integrated within undetermined future redevelopment of block.

**[SLIDE 17]**



**[SLIDE 18]**



**Chair Sherman** asked what “program the green space” meant.

**Mr. Letchworth** said that it could be playground equipment or there could be small events held in that space.

**[SLIDE 19]**



[SLIDE 20]



[SLIDE 21]



[SLIDE 22]



[SLIDE 23]



[SLIDE 24]



[SLIDE 25]



[SLIDE 26]



[SLIDE 27]



[SLIDE 28]



[SLIDE 29]



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[SLIDE 33]



[SLIDE 34]



[SLIDE 35]



[SLIDE 36]



[SLIDE 37]



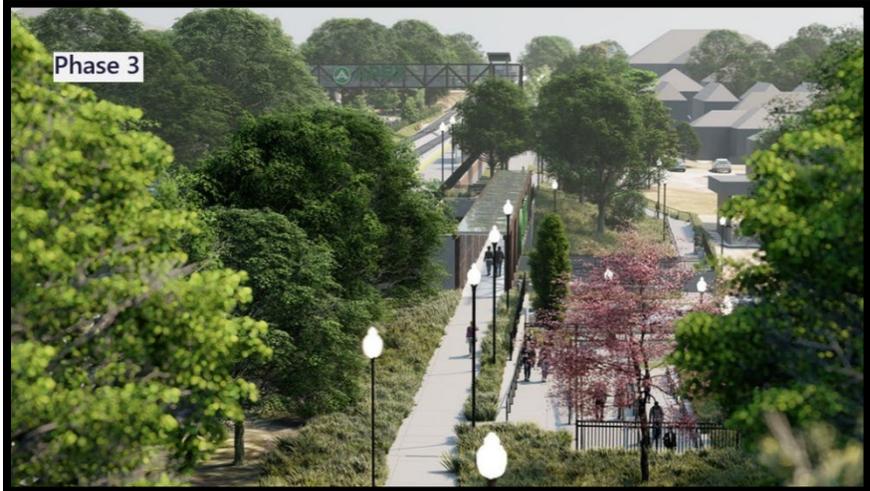
[SLIDE 38]



[SLIDE 39]



[SLIDE 40]



[SLIDE 41]



[SLIDE 42]



[SLIDE 43]

**Next Steps**

- May 13th - Town Council presentation for possible acceptance
- NCDOT advancing NEPA document for all Mobility Hubs



**[SLIDE 44]**



**Key Messages**

- There is no current funding or schedule for property acquisition or construction
- There is no current funding or schedule for passenger rail service in Apex
- Transit is planned to expand in Apex and the Town is growing, now is the time to plan for a mobility hub
- Significant additional design work and public engagement will be performed before construction
- This feasibility study document will be used to advance the concept of a mobility hub through future requests for funding / grant applications and in coordination with potential future developments

**[SLIDE 45]**



Will Letchworth, PE  
Letchworth@McAdamsco.com

**Member Mitchell** asked if the courtyard would go all the way over to Salem Street in phase 4.

**Mr. Letchworth** said no that it is being thought about from a future development standpoint and that development would want to front Salem Street. He said the intent was to show what was heard from the public that greenspace was important.

**Member Mitchell** asked about the niche that was carved out on 5 and it seems that it is the house in the southeastern boundary for the Apex National Register Historic District.

**Mr. Letchworth** showed the parcel.

**Member Mitchell** asked if that parcel would be worked around.

**Mr. Letchworth** said that the Mobility Hub does not infringe on that property.

**Chair Sherman** said that she would like to hear what residents are saying and community engagement. She said that in phase 4 she would like to see an option that extends greenspace and the ability to have a gathering space.

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**Member Rhodes** asked if parking would become the top priority would the project shift from option five to option six.

**Mr. Letchworth** said that planning at this stage of the process makes it difficult but if the type of rail service changes that would be an important consideration when talking with potential developers about surrounding parcels and how parking could be integrated with the developments. He said that this is one of the reasons that the recommendation is to put a Mobility Hub at this location was because of the accommodation of these types of elements.

**Member Braswell** said that he is in support of this development and looking at the other alternatives, that five is the best location.

A **motion** was made by **Member Braswell** and seconded by **Member Hastings** to approve the acceptance of the plan for the Apex S-line Mobile Hub.

**VOTE: UNANMIOUS (7-0)** Tim Royal, Vice-Chair (ETJ Member) and Preston Mitchell absent

### **[ADJOURNMENT]**

A **motion** was made by **Member Byrd** and seconded by **Member Soh** to adjourn the Planning Board meeting at **5:17 p.m.**

**VOTE: UNANMIOUS (7-0)** Tim Royal, Vice-Chair (ETJ Member) and Preston Mitchell absent

Tina Sherman  
Planning Board Chair

Jeri Pederson

Lead Planning Technician

Submitted for approval by Jeri Pederson and approved on May 12, 2025.